SECTION 1.   WRAPAROUND IMPLEMENTATION

This Section should discuss how you plan to organize/operate Wraparound in your county.

I.   ORGANIZATIONAL STRUCTURE

A. Organizational Structure for Wraparound Implementation
- Discuss the proposed model you will use to implement Wraparound, e.g., a single lead agency, collaborative lead agencies, a public agency model, etc.
  - ➢ Things to consider: Is there a provider who has retooled or who has the capacity to be a lead agent? Is there a MediCal certified agency with experience working with the target population? Does the county have a strong history of providing or desire to provide direct services to this population?

What tasks remain to be done related to deciding on a potential model?

Task(s)	Responsible Person	Time frame
1) 2) 3)		

- Describe the administrative structure.
  - ➢ Things to consider: Is there an existing administrative structure to support the model? If not, what modifications will need to be made to accommodate the model the county has chosen?

What tasks need to occur to so that there will be an administrative structure to support the proposed model?

Task(s)	Responsible Person	Time frame
1) 2) 3)		

- Discuss why this model works best for your county. (How does it enhance what you're doing well? What strengths does the model build on?)

_____

_____

_____

_____

_____

B. Infrastructure for Developing and Maintaining Wraparound
- Describe the interagency groups, family partnership groups, etc. that are in place or will be developed to support implementation of the Wraparound process and family-centered, strength-based principles.

Existing Groups	Strength(s) Relative to Wraparound	Currently "on Board"?

New Groups	Strength(s) Relative to Wraparound	Time Frame for Development

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C. Community Team

- Describe the group/structure/process that will be used to ensure that there is oversight/commitment to sustaining the Wraparound process by key stakeholders. Stakeholders include families, county agencies, community service providers, schools, juvenile courts, community leaders, advocacy groups, faith leaders, resources, etc.
  - ➢ Things to consider: The Community Team is a collaborative structure, with broad representation that manages the overall wraparound process and establishes the vision and the mission. The community Team's primary goal is the achievement of a community partnership that champions truly individualized, unconditional, community-based care which embrace's each child's family, culture and community.

Is there an existing group to perform this function? Yes ☐   No ☐ If yes, who? _____. If no, is there an existing group with broad-based membership whose membership could be expanded or modified to perform this function?

Potential Community Team
Name of Group/Committee: _____

Current Membership	Additional Membership Required to Perform as a Community Team	Time Frame for Development

What tasks are required to develop the Community Team?

Task(s)	Responsible Person	Time frame
1)		
2)		
3)		

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D. Relationship Between SB 163 and System of Care

- If applicable, discuss how your Wraparound planning and implementation link or will link with your county's Mental Health System of Care.

Strengths of the County System of Care implementation	Relationship with Wraparound Principles &Value(s)
1) 2) 3)	

II.   TARGET POPULATION, ELIGIBILITY AND REFERRAL

A. Service Allocation Slots Requested
- Identify the number of slots you are proposing for Wraparound and how the slots will be phased in.
- Identify the ratio of diversion children (children "at risk" of placement in an RCL 10-14) vs. those already in Level 10-14 placement.
  - ➢ Things to consider: the number of out-of county RCL 10-14 placements; total number of children/youth residents in RCL 10-14 group care; the model you've chosen; set your self up for success—the number of SB 163 slots can be increased over time if needed; cost effectiveness issues etc…

What tasks are required to define the number of slots requested?

Task(s)	Responsible Person	Time frame
1)		
2)		
3)		

B. Criteria/Processes for Selection and Referral
- Discuss your selection and referral criteria and how they are consistent with the target population defined in SB 163.
- Discuss the review committees or processes you plan to use for selection and referral.
- Describe how you will involve families in these processes.

What tasks are required to develop the "gate keeping" function?

Task(s)	Responsible Person	Time frame
1)		
2)		
3)		

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III. WRAPAROUND METHODS AND BEST PRACTICES

A. Vision/Mission
- Describe your county's vision/mission related to Wraparound implementation and use of family-centered, strength-based principles.

B. Best Practice Standards
- Describe how your county will support and maintain best practice standards related to Wraparound (s*ee SB 163 and Title IV-E Waiver Wraparound Standards*). Include the following areas:

Families as full partners with access, voice and ownership at all levels of planning and implementation		
This is what we do now that can be built on to fully operationalize this value/principle	1) 2) 3)	
These addition things must happen to fully operationalize this value/principle		Person responsible to follow up on this task
1) 2) 3) 4)		

Unique child and family teams

This is what we do now that can be built on to fully operationalize this value/principle	1)	
	2)	
	3)	
These addition things must happen to fully operationalize this value/principle		Person responsible to follow up on this task
1)		
2)		
3)		

Culturally competent services tailored to family culture, values, norms, strengths and preferences		
This is what we do now that can be built on to fully operationalize this value/principle	1)	
	2)	
	3)	
These addition things must happen to fully operationalize this value/principle		Person responsible to follow up on this task
1)		
2)		
3)		

Flexibility in location, time, planning, service response and funding	
This is what we do now that can be built	1)

| on to fully operationalize this value/principle | 2) |
| | 3) |

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Perseverance in support and assistance to families	
This is what we do now that can be built on to fully operationalize this value/principle	1)
	2)
	3)

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Life domain, needs-driven planning	
This is what we do now that can be built on to fully operationalize this	1)

| value/principle | 2) |
| | 3) |

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Care provided in context of home & community	
This is what we do now that can be built on to fully operationalize this value/principle	1)
	2)
	3)

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Strengths defined from first conversation	
This is what we do now that can be built on to fully operationalize this value/principle	1)
	2)

	3)

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Blending of formal and natural/informal resources	
This is what we do now that can be built on to fully operationalize this value/principle	1)
	2)
	3)

These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1)	
2)	
3)	

Strategies linked to family/community strengths	
This is what we do now that can be built on to fully operationalize this value/principle	1)
	2)

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	3)
These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1) 2) 3)	

Commitment to permanence	
This is what we do now that can be built on to fully operationalize this value/principle	1) 2) 3)
These addition things must happen to fully operationalize this value/principle	Person responsible to follow up on this task
1) 2) 3)	

Mechanisms & structures to support parent advocacy and leadership	
This is what we do now that can be built on to fully operationalize this value/principle	1) 2) 3)

	Person responsible to follow up on this task
These addition things must happen to fully operationalize this value/principle	
1) 2) 3)	

IV. STAFF RESOURCES AND DEVELOPMENT

A. Wraparound Staff Support
- Describe the number and type of staff needed in your county to implement and sustain Wraparound.

What tasks are required to decide how county staff will assist with the implementation of Wraparound?

Task(s)	Responsible Person	Time frame
1) 2) 3)		

B. Training
- Describe your plan for training staff and providers. Include a description of training already received, who will be trained, and the Wraparound competencies that you consider a priority for training in your county.
- Describe your plan for cross-training Wraparound providers and other services providers.

Training that has occurred in our county	Who was Trained	By Whom	When Training Occurred

1)			
2)			
3)			
4)			
5)			

Training that is Needed Prior to Implementation	Who will be Trained	By whom	Time frame
1)			
2)			
3)			

Post Implementation Training	Who will be Trained	By Whom	Time frame
1)			
2)			
3)			

- Describe how you will include families in identifying training priorities and provision of training

What tasks are needed to include families in identifying training priorities and provision of training ?

Task(s)	Responsible Person	Time frame
1)		
2)		

3)		

V. FISCAL CAPACITY

- Describe your budget plan, discussing how start-up will be managed, any interagency agreements that will be necessary, and the county's plan to reinvest any cost savings to enhance/expand services.

- Discuss the state, federal and county funding streams that can be leveraged in your county to maximize resources.
  What tasks are to develop a budget?

Task(s)	Responsible Person	Time frame
1)		
2)		
3)		

VI. QUALITY MANAGEMENT

A. Process Evaluation
- Describe how data will be collected and how you will use information to make adjustments/modifications if indicated.
- Discuss how you will ensure that Wraparound providers maintain best practice standards.

B. Outcome Evaluation
- Describe the indicators/outcomes you will use to evaluate Wraparound

- Discuss how your evaluation plan will address:

Domains of evaluation	Strategy	Responsible Entity
cost effectiveness		

family functioning		
prevention of placements in more restrictive environments		
improvement of emotional and behavioral adjustment		
school attendance		
academic performance		
parent/caregiver satisfaction		
improvement in family involvement		

- Verify that this evaluation plan will include Mental Health Systems of Care outcomes that are applicable to the target population.

SECTION 2. PROJECT PLANNING

This section should discuss the planning processes that you have undertaken in developing this plan and your future planning activities. If you are incorporating Wraparound into your System of Care, discuss System of Care planning and how it has been enhanced/modified to incorporate Wraparound principles.

I.   **PROJECT PLANNING**

A. Description of Planning Process

- Discuss the process your county used for designing the Wraparound plan, e.g. your design team, lead agencies, meetings, etc.

Planning Elements	Strategy and Key Players
Plan Design	
Stakeholder Input	
Community Engagement	

B. Stakeholder Participation in Planning

- Describe how your county selected stakeholders, who you selected, and the level of family involvement in designing the plan.

Did/does stakeholder involvement include:	Yes	No	*Sufficient Involvement?* Yes	No
families	☐	☐	☐	☐
county agencies	☐	☐	☐	☐
community service providers	☐	☐	☐	☐
schools	☐	☐	☐	☐

16

juvenile courts	☐	☐	☐	☐
community leaders	☐	☐	☐	☐
advocacy groups	☐	☐	☐	☐
faith leaders	☐	☐	☐	☐
Other _____	☐	☐	☐	☐

C. Continuing Stakeholder Involvement and Commitment

- Discuss how you will promote continued involvement and commitment from families and other key stakeholders in supporting family-centered, strength-based principles and the Wraparound process.

What tasks are needed to promote continued involvement and commitment from families and other key stakeholders in supporting family-centered, strength-based principles and the Wraparound process?

Task(s)	Responsible Person	Time frame
1)		
2)		
3)		

D. Year One Activities and Timelines/Projected Activities for Subsequent Years

- Outline your proposed planning, training, implementation, and evaluation activities for year one with projected timelines.

Planning		
Activity	Responsible Person(s)	Time Frame

17

Training		
Activity	Responsible Person(s)	Time Frame

Implementation		
Activity	Responsible Person(s)	Time Frame

Evaluation		
Activity	Responsible Person(s)	Time Frame

- Discuss any changes/enhancements/modifications you might consider for subsequent years.

_____

_____

_____

_____

II.   CHANGE PROCESS

A. County

- Discuss how your county will manage/facilitate the changes associated with movement toward family-centered strength-based practices; e.g., families defined as the focus of services, families having high levels of decision-making, families defining their needs, individualized services, and flexible use of resources.

B. Community Team

- Describe how your community team will plan for and support these changes.

Change Process	How Will the Community Team Support this Change
1)	
2)	
3)	
4)	
5)	

SECTION 3. WRAPAROUND AGENCY

This section should describe how the Wraparound agency will lead and administer the development of the Wraparound process and deliver outcomes consistent with CDSS and county policy. If the lead agency is a public model, answer only those questions listed in Operations, Section B, and Staff Resources and Training, Section C. If the county will be issuing RFP to select a Wraparound lead agency, attach a copy of the RFP to verify that the selected agency will meet the requirements described below.

I.   WRAPAROUND AGENCY REQUIREMENTS

A. Capacity and Experience
- Describe the Wraparound agency's experience/capacity to develop and maintain community partnerships. Attach letters or MOUs of support from community leaders, institutions, parents and families.

B. Operations
- Verify and describe the agency's capacity to provide 24 hour/7 days per week response.
- Describe the agency's experience in service delivery, support and coordination of care.
- Describe how the agency has or will reconfigure(d) the existing service delivery system and constituent relationships into a system consistent with Wraparound principles and best practice standards.
- Describe the agency's experience or plan to develop and utilize a network of community resources.
- Describe how the agency will ensure flexibility in location, time, planning, service response and funding.
- Provide evidence of the agency's Medi-Cal certification.

C. Staff Resources and Training
- Describe how the agency will commit staff resources to implementing the Wraparound process, including the following key roles: facilitation; family support, parent advocacy, mentoring and coaching.
- Describe the agency's plan for staff training. Include a description of training already provided, who will be trained, which approved training provider will be used, and the general competencies of Wraparound will be covered in the training.
- Certify the intent of the county/Wraparound agency to seek and maintain Wraparound accreditation, once implemented.

D. Fiscal Capacity
- Attach a budget that demonstrates the agency's financial capacity to support start-up and ongoing operations, and to blend and/or pool state, federal and county funds at the programmatic level. Attach a copy of the agency's most recent fiscal audit.
- Describe the agency's plan to aggregate all available target population revenue to provide flexibility (i.e., monthly revenue accumulated and amounts spent as needed).

E. Quality Management
- Describe the agency's experience/capability to comply with documentation and record keeping standards.
- Describe the agency's participation in the county quality management plan.
- Describe how the agency will evaluate:
  ≫ cost effectiveness
  ≫ family functioning,
  ≫ prevention of placements in more restrictive environments,
  ≫ improvement of emotional and behavioral adjustment,

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- ≫ school attendance,
- ≫ academic performance,
- ≫ parent/caregiver satisfaction,
- ≫ improvement in family involvement in planning
- ≫ maintaining Wraparound standards

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